EDUCATION DEPARTMENT.

OFFICE OF THE INSPECTOR-GENERAL OF EDUCATION.

Notification No. 68, *dated* 2*nd January* 1925.

Applications in the accompanying form are invited from approved Booksellers and others for the agency for retail sale of Departmental Publications and such other school books as are stocked for sale in the Central Book Depot. The rules and conditions governing the working of these agencies are printed below together with a list of Agencies and Branch Depots as they stood in December 1924. Applications should be forwarded not later than the 1st March 1924 to the District Inspectors of Education of the District in which the agency is to be established.

Existing agents should submit before 1st February 1924 fresh bonds of agreement in the following form for the renewal of the Agency for another year. In case of non-receipt of fresh bonds, steps will be taken to close the agency.

FORM OF APPLICATION.

To

The Curator,
Government Central Book Depot,
Bangalore City.

Through the District Inspector of Education,
....District.

SIR,

I tender herewith an application for the Agency for the retail sale of Departmental Publications and books. I have read the rules of the agency and shall abide by them.

Signature.

N.B.—(To be submitted to the District Inspector on or before the 1st March 1925.)

1. Name of applicant (individual, Firm, Society or Company).	
2. Town and street in which the Depot will be established.	
3. Hours of business	
4. Other line or lines of business undertaken by the applicant or his occupation.	
5. Name of Partners, Manager, Directors or Secretary.	
6. Name and designation of the person authorised to act on behalf of or in the absence of the applicant.	
7. Applicants' and Agents' specimen signature. (Those copies should be on a separate sheet of paper.)	
8. Public function, if any, in which the applicant or any of the partners may be engaged in.	

9. If approved by Government or recognised by the Inspector-General as a bookseller, the number and date of Government Order or of the Inspector-General's letter intimating the approval.	
10. Nature of security that the applicant is prepared to offer.	
11. Description of certificate or certificates from the local authorities as to the *bona fides* of the Agent to be enclosed.	
12. District Inspector of Education's opinion with dates of receipts and despatch.	
13. Curator's opinion with dates and references of receipt and despatch.	
14. Inspector-General's Order	

AGREEMENT FORM TO BE EXECUTED ON STAMPED PAPER.

An agreement made this day of one thousand nine hundred and twenty..... between the Inspector-General of Education in Mysore, for and on behalf of the Government of Mysore (hereinafter called the Principal) of the one part, and..... (hereinafter called the Agent) of the other part.
Whereby it is agreed as follows :—

1. The Agent is hereby appointed the retail seller at..... for the term of one year, from the date hereof (but determinable as hereinafter mentioned) of such Departmental Text-books and other Educational Publications as may be published or issued for sale by the Principal from time to time.

2. The Principal will supply the Agent, on the indent of the Agent, the said books and publications and deliver the same free of expense at .....in such quantities not exceeding at one time Rs.....in value, with the necessary directions and in every way ready for sale.

3. The Principal will, from time to time furnish the Agent, in writing, with particulars of the prices at which the books and publications entrusted to him may be sold by him and the Agent shall not sell at prices other than those fixed by the Principal.

4. The Agent shall supply to Government Schools such non-departmental texts and other publications as may, from time to time, be required in writing by the Principal at the prevailing market rates (previously approved of by the Principal) and submit to the Principal for adjustment duly endorsed bills for the supplies so made.

5. The Agent shall place on the premises where he carries on the Agency business thereby constituted not only a signboard but also a price list notifying to the public, as conspicuously as possible, showing the prices of the books and publications he is hereby authorised to sell, and the Agent shall make proper and sufficient arrangements for the sale of the said books and publications at all reasonable and convenient hours of business.

6. On and after the date of these presents, all retail sales in the Government Central Book Depot will cease, but booksellers, other than the Agents appointed hereby or under similar agreements may obtain wholesale supplies of departmental books and publications on such terms as may be agreed upon, from time to time, between them and the Principal.

7. The Agent will be given credit to the maximum extent of Rs.....and he shall furnish security to the extent of the credit allowed him. The particulars of the security furnished shall be noted here below :—

8. The Agent will be supplied with books and publications to the extent of the credit above specified and until sold and accounted for, they shall remain in the hands of the Agent as the property of the Principal. The Agent, may, however, return to the Government Central Book Depot, such books and publications as remain unsold at any time, before the expiration of three months from the date of issue, provided they are, at the time of the return, in good saleable condition. In the event of such return being accepted, credit shall be given for the price thereof. In case they are not returned within the prescribed three months time, they will be considered to have been sold to the Agent, and no refund will be given on them. The returned books should not bear the stamp of the Agent or of the Firm.

9. The Agent shall not give credit to any person except at his own personal risk.

10. The Agent will be allowed a commission of 15 per cent upon the prices of all departmental educational publications sold by him on behalf of the Principal, provided, however that in the case of the Balabodhe, Parts I and II and Kannada Readers Nos. I and II printed and published for the Educational Department by the Bangalore Press, the rate of commission shall be 9⅜ per cent.

11. The Principal will not be liable to bear the whole or any part of the office expenses of the Agent, which term shall include the rent of premises, wages of clerks and servants, cost of stationery and postal and other expenses that may be incurred in the procuring of purchases.

12. The Agent shall pay, at or before the end of each month all moneys received by him in the course of the Agency business into the..... .....Treasury, to the credit of the Principal after deducting the commission payable to him as herein before mentioned. The Treasury receipts for such payments shall be forwarded before the 5th of the month following to the Curator of the Government Central Book Depot, with a statement of the cash and sale accounts of the previous month as per form to be obtained from the Depot.

13. The Agent will keep a true account of all such books and publications, as the Principal shall, from time to time, deliver or consign to him, or that may come into his hands, and of all sales and all moneys which shall have been received by him or come to his hands for and on account of the same, and he shall every month transmit a copy of such account to the Principal. All the books accounts and other writings relating to the matters aforesaid, shall at all reasonable times be open to the Inspection of the Principal or any person or persons appointed by him in this behalf.

14. This agency shall, *ipso facto*, determine (save so far as concerns the rights and remedies of the Principal) upon the commission by the Agent of any grave irregularity or fraud on the principal in connection herewith, or upon his failing to carry out any stipulation contained in this agreement, and in the case of breach or non-performance or of neglect to observe the same, the Agent shall forfeit to the Principal, the whole of his security deposit, or such portion thereof, as may be deemed necessary in this discretion owing to the inconvenience caused to the public.

15. Either of the parties hereto may give to the other three calendar months' notice in writing of his intention to determine this agreement and on the expiration of such period, this agreement shall be wholly determined.

In witness whereof we affix our signatures hereto Applicant.

(1)..... ....

(2)..... ....

II. FORM OF LETTER TO BE ADDRESSED TO THE TREASURY OFFICER WITH WHOM THE SECURITY AMOUNT IS TO BE DEPOSITED, IF A CASH DEPOSIT IS MADE IN THE SAVINGS BANK ACCOUNT.

To

The Officer in charge of the District or Taluk or the State Huzur Treasury

at.....

Sir,

I have the honour to apprise you that I have authorised the Inspector-General of Education in Mysore to treat the sum of Rs.....deposited by me in the Savings Bank at your Treasury as security to Government, on behalf of myself for selling the Educational Departmental Text-books. I agree that the same will not be payable to me until I shall

produce to you the express written sanction of the Inspector-General of Education for release of the security. I have also agreed not to object to the payment by you of the whole or part of this deposit to such Inspector-General of Education upon his claiming it, and not to make any claim for interest from the date of the principle to such Inspector-General of Education or from the date on which such Inspector-General of Education shall have revoked the authority to your treasury to pay me the interest.

have the honour to be,
Sir,
Your most obedient servant,

Place. Signature of depositor and his

Date. Designation.

III. Other information of use to Agents.

1. The name and occupation of the persons to whom the books are sold will have to be entered fully and correctly in the day-book of sales.

2. The credit limits for Agents will ordinarily be as follows :—

(i) For Agents in the Cities of Bangalore and Mysore will be Rs. 500.
(ii) Do at District Headquarters will be Rs. 500.
(iii) Do at Taluk or Middle School centres will be Rs. 250.
(iv) Do at Hobli and other Village Headquarters will be Rs. 100.

3. The accounts are to be closed at the end of every month and copies submitted to the Curator by the 5th of the next month. Failure to submit the accounts in time may cause the next indent to be withheld and if the account is not sent within the end of the next month steps may be taken to determine the agency.

4. Three clear working days must be provided from the date of the receipt of the indent at the Central Depot to the date of despatch therefrom. No more than two indents may be sent in a week and indents received on and after the 25th of the month will be attended to on the 6th of the next month on account of the checking of stock during the interval.

5. The privilege corresponding on 'Service unpaid' is granted to Agents on the terms defined in the following extract from the Circular No. 54*a*—54*a*, dated the 6th November 1907, of the Post Master-General of Madras to all postal officials in the Mysore State. "The special attention of the officials is drawn to para 228 of the reprint of extant circulars, II Edition. It is open to any private individual to post within the limits of the Mysore State correspondence relating to the affairs of the Mysore Government superscribed "Service unpaid. Articles bearing this superscription and duly franked by the sender should always be delivered free of postage when addressed to *an official* of the Mysore Government provided that the articles are both posted and delivered within the limits of the Mysore State." This privilege should be exercised only in the correspondence with the Curator's office and that of the Inspector-General's office relating to the Agency business and in returning books to the Central Book Depot and in sending books at their request to teacher purchasers in villages and towns in which there is neither an agency nor a Branch Depot.

6. Quarterly lists of the Departmental Publications and other books stocked for sale will be published and supplied free of cost. New arrivals at the Depot will be published from time to time in the *Mysore Gazette*. Indents for Educational books other than those in the list and those published in the Gazette will be ignored.

7. If an Agent wishes to have his agency terminated he may first obtain permission to do so from the Curator. On receipt of a favourable reply the Agent may return all the books in stock with him together with a treasury receipt for the value of books he may have sold since his last account was made up. Such of the books as are in a saleable condition and sent to him from the Central Book Depot within the last three months will be accepted and credit given.

8. Agencies will be inspected at least once a year by the officers noted below in the course of their tour :—

(i) Agencies with a stock limit of Rs. 250 and above—By the District Inspectors or by the Assistant Inspectors at the former's request.

(ii) Agencies with a stock limit of Rs. 100—By the Assistant Inspectors of Education of the Range. The Curator may, however, when he thinks fit, inspect any agency. Facilities must be afforded by the Agents for inspection.

LIST OF AGENCIES AND BRANCH DEPOTS ON 31ST DECEMBER 1924.

Agencies in Bangalore District.

1. Mr. C. Hayavadana Rao, Bangalore City.
2. ,, D. Kongadiappa, Dodballapur.
3. ,, V. Shamanna, Kankanhalli.
4. ,, C. V. Sastry, Channapatna.
5. ,, G. V. Putta Rudrappa, Hoskote.
6. ,, C. Narayana Rao, Devanhalli.
7. ,, R. V. Rangam, Anekal.
8. ,, N. Gangadhara Bhatta, Vadigenahalli, Devanhalli Taluk.
9. ,, G. Revanna, Bidadi.

Agencies in Kolar District.

10. Scout Co-operative Stores, Chikballapur.
11. Mr. K. Ramasesha Sastry, Chintamani.
12. ,, B. Krishna Rao, Bagepalli.

Agencies in Tumkur District.

13. Messrs. V. Ramaswamy & Bros., Tumkur.
14. Messrs. K. Gundappa & Sons, Tiptur.
15. Mr. G. Adavappa, Gubbi.
16. ,, G. Chidambara Setty, Hoskote, Pavagada Taluk.
17. ,, K. Krishna Murty, Kodigenahalli, Maddagiri Taluk.
18. ,, H. C. Guruviradhya, Honnudike, Tumkur Taluk.

Agencies in Mysore District.

19. Mr. C. Venkataramana Sastriar, Chamrajnagar.
20. ,, N. Krishnappa, Nanjangud.
21. ,, S. Ranganna, Gundlupet.
22. ,, P. Ramaswamy, Mysore.
23. Messrs. H. Venkataramaiya & Sons, Mysore.
24. Messrs. M. L. N. Book Depot, Malvalli.

Agencies in the Hassan District.

25. Messrs. H. M. Mahomed Gouse & Co., Hassan.
26. Messrs. H. Srinivasan & Co., Hassan.
27. Messrs. Malali & Brothers, Saklespur.
28. Mr. J. T. Srikantaiya, Arsikere.
29. ,, Naganna Setty, Arkalgud.
30. ,, J. C. Subba Raya, Javagal, Arsikere Taluk.
31. ,, G. S. Ramaswamy Iyengar, Gorur, Hassan Taluk.

Agencies in the Shimoga District.

32. Mr. D. L. Seshappa Setty, Shimoga.
33. Messrs. P. R. Kale & Brothers, Sorab.
34. Messrs. H. S. Thimmappa & Sons, Channagiri.
35. Messrs. Rudrasastry & Brothers, Shikarpur.
36. Messrs. C. Lingojappa & Sons, Kallurkatte.
37. Mr. S. K. Pundalikappa, Sagar.
38. ,, B. Seshappa Naik, Shiralkoppa.
39. ,, B. Venkoba Rao, Humchadakatte, Tirthahalli Taluk
40. ,, H. Srirangasetty, Nallur, Channagiri Taluk.

Agencies in Kadur District.

41. Mr. S. K. Venkatachala Setty, Chikmagalur.
42. ,, K. L. Viswanathan, Kadur.
43. ,, A. S. Ranganatha Setty, Tarikere.
44. ,, K. N. Narasappa Setty, Birur, Kadur Taluk.

Agencies in the Chitaldrug District.

45. Mr. B. Garudachar, Chitaldrug.
46. ,, S. L. Appaiya Setty, Chitaldrug.
47. Messrs. Seshachala & Co., Holalkere.
48. Messrs. Bhogaiya Setty & Brothers, Davangere.
49. Messrs. S. K. Mundargi & Brothers, Davangere.
50. Messrs. K. H. Krishna Rao & Brothers, Challakere.
51. Mr. Seshasetty, Jagalur.
52. ,, H. Srinivasa Rao, Hosdurga.
53. ,, N. Hiralappa, Mayakonda, Davangere Taluk.
54. ,, Nadiga Nagesa Rao, Malebennur.
55. ,, Vaisyara Rangappa Setty, Bharmasagara, Chitaldrug Taluk.

LIST OF BRANCH DEPOTS ON 31ST DECEMBER 1924.

Bangalore District.

1. Government Middle School, Fort, Bangalore City
2. Do do Sultanpet, Bangalore City
3. Do do Malleswaram, Bangalore City
4. Nelamangala
5. Magadi
6. Tyamagondlu, Nelamangala Taluk
7. Sarjapur, Anekal Taluk
8. Closepet, Channapatna Taluk

Kolar District.

9. Bowringpet
10. Goribidnur
11. Kolar
12. Malur
13. Mulbagal
14. Sidlaghatta
15. Srinivaspur
16. Robertsonpet
17. Masti, Malur Taluk
18. Gudibanda

Tumkur District.

19. Chiknayakanhalli
20. Maddagiri
21. Pavagada
22. Sira
23. Turuvekere
24. Nittur
25. Huliyar
26. Koratagere
27. Kunigal
28. Amrutur

Mysore District.

29. Hunsur
30. Krishnarajpete
31. Mandya
32. Nagamangala
33. T.-Narsipur
34. Seringapatam
35. Yedatore
36. Yalandur
37. Sargur
38. K. R. Works, South Bank
39. Maddur
40. Melkote
41. Periyapatna

Hassan District.

42. Banavar
43. Alur
44. Belur
45. Channarayapatna
46. Hole-Narsipur

Shimoga District.

47. Honnali
48. Anavatti
49. Holehonnur
50. Kumsi
51. Nyamti
52. Santebennur

Kadur District.

53. Koppa
54. Mudgere
55. Sringeri
56. Narasimharajapura
57. Sakrepatna

Chitaldrug District.

58. Molakalmuru
59. Harihar
60. Bilichodu, Jagalur Taluk.

B. TIRUMALACHAR,
For Offg. *Inspector-General of Education.*

FINANCIAL DEPARTMENT.

OFFICE OF THE SECRETARY, MYSORE STATE LIFE INSURANCE COMMITTEE, BANGALORE.

Circular No. 48, *dated* 4—*5th December* 1924.

The undersigned regrets to observe that in a large number of cases the required evidences in support of age of proposers to Insurance were not attached to the proposals before despatch notwithstanding the definite instructions issued in the matter in this Office Circular No. 47, dated 11th February 1924.

Heads of Offices are therefore requested to see that these documents invariably accompany the proposals for Insurance as without them they cannot be considered complete and this Office is forced to the necessity of having to stop the pay of the proposers in consequence not to mention the inconvenience caused by the accumulation of incomplete proposals and unnecessary increase of work and correspondence entailed thereby.

Heads of Offices are also requested to issue necessary instructions in the matter to all the subordinate Offices under them.—

T. SATYARAJ CHETTY,
Secretary